

## **State Historical Records Advisory Board**

### **Minutes**

The State Historical Records Advisory Board (SHRAB) met on May 31, 2006 at 10 a.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Mary Margaret Bell, Jefferson County Public Schools (JCPS); Rebecca Ryder, University of Kentucky (UK); and Dr. James Greene, Harlan Independent School District. Also present was Connie Renfroe, Public Records Division Secretary. Not present were: Sue Lynn McDaniel, Western Kentucky University (WKU); Kent Whitworth (KHS); and Mary Winter, Retired.

The minutes of October 26, 2005 were reviewed. Ryder made a motion to accept the minutes, seconded by Bell. Motion carried unanimously.

Teague gave an update on Archives Week. "Family Heritage" is the theme for 2006 Archives Week. The dates for Archives Week are October 8-14, 2006. Deirdre Scaggs, UK, took some of the Archives Week action guides used in other states, which were long and cumbersome, and distilled them to about a four or five page Archives Week planning guide that the Archives Week Coordinating Committee hopes to complete by the end of June. The Archives Week planning guide will be mailed out to all the repositories in the state, along with information on Archives Week to try and get publicity started on the event. The Archives Week Coordinating Committee will also maintain the Archives Week website at KDLA, with updates on events and information going on throughout the state. Proclamations will be sought from local governments, and the Certificates of Merit will be awarded. Bell is on the Awards Committee. The Archives Week Coordinating Committee will suggest and consider candidates to receive the Archives Week Award. Mark Myers is the new Kentucky Council on Archives (KCA) representative to the Archives Week Coordinating Committee. The Committee asked Myers to talk to the KCA Board about being more active partners in Archives Week events. The Archives Week website will include tidbits such as family photos, recipes, etc., in order to make it more interesting. Belding suggested approaching a journalist to write about Archives Week, once during the summer and once during Archives Week. Deirdre Scaggs, UK, will work on the 2006 Archives Week poster. KCA has offered to pay for the poster expenses. At the joint NAGARA/CoSA/SAA meeting in August, discussion will be held on the possibility of a National Archives Week being set.

Belding gave an update on the funding for the National Historical Publications and Records Commission (NHPRC). Communications to appropriate legislative committee members that are hearing the case of NHPRC's budget campaign for funding are still needed. It may take about ten years of lobbying to get the \$20 million dollars needed. At this time last year, NHPRC received 1,000 letters in support of restoration of funding for NHPRC; this year, only 400 letters have been received, so there is an urgency to continue to write to members of Congress. Belding said that at the next meeting, he would like to include on the agenda presentations from three representatives from the three different projects currently receiving NHPRC funding (KHS, Berea College, and UK), to give the SHRAB an update, talk about how their projects are going, and the long term effect the project will have. Belding also announced receipt of a letter from NHPRC stating that it is funding the second year of the KHS's grant "Registers and Rosters" in the amount of \$33,949.

Meeting dates for the remainder of the year was discussed. Meeting dates will be scheduled for the latter part of August and October. The Board hopes to appoint two new SHRAB members before the next meeting. An e-mail will be sent out to SHRAB members on definite meeting dates.

NHPRC has funded an administrative grant for \$10,000 for this year to the SHRAB. This grant includes two SAA workshops and continued production of the video. There were thirty Kentucky attendees at the workshop "Describing Archives: A Content Standard" (DACS) which was held on May 11<sup>th</sup> at UK. The second SAA workshop on "Copyright" will be held on November 12<sup>th</sup>, also at UK.

Teague gave an update on the video production. KET will not produce the video directly, but will be produced by a company that works closely with KET. KET will co-produce the video with SHRAB. Payment was made for the first year script and second year money was given as a deposit toward the completion of the video.

Revisions to the Strategic Plan's action steps were reviewed and are attached.

Dr. Greene asked for a timeline. Teague will submit a timeline to SHRAB members for review.

There being no further business to discuss, the meeting adjourned.

